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7 November 1977

MEMORANDUM FOR: Director of Central Intelligence

FROM : Edith M. Schneider  
Deputy Director of Equal Employment Opportunity  
for Programs and Federal Women's Program  
Coordinator

SUBJECT : ☐ Status of Women in CIA

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1. ☐ In preparation for your meeting with the Federal Women's Program Board on 9 November, the attached report is being forwarded for your information. It contains the latest statistics on the current status of Women in CIA and may be useful in your discussions.

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2. ☐ I am available to assist you in any way possible concerning Women in the Agency.

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Attachment:  
a/s

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STATUS OF WOMEN

IN CIA

As of 30 September 1977

The Federal Women's Program Coordinator  
Office of Equal Employment Opportunity

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## STATUS OF WOMEN IN CIA

### 1. Women in the Federal Workforce

Ten years ago on October 13, 1967, President Johnson signed Executive Order 11375 forbidding sex discrimination in all aspects of Federal employment. At that time the Federal Women's Program was established. Progress over the last ten years has been mixed. At the Federal level, the percentage of women in jobs GS 12-15 has changed little; from 5% in 1967 to 7.1% in 1975. Also, a survey by the Civil Service Commission of recent college graduates hired by the Federal government showed that 68% of the women were hired as GS-08 and below while 65% of the men were hired as GS-09 and above.

A comparison of the Agency female population with the rest of the Federal government follows:

#### Percentage of GS employees:

Federal Government - 1975	-	42.1%
CIA - 1977	-	32.0%

#### Percentage of grades GS-7 through 12:

Federal Government - 1975	-	26.8%
CIA - 1977	-	57.5%

#### Percentage at GS-13 and above:

Federal Government - 1975	-	5.1%
CIA - 1977	-	5.8%

### 2. Overall Agency

The attached chart (Chart A) shows the status of women in the Agency as of 30 September 1977. During the past year, a slight increase occurred at the GS-14 level, and five additional GS-15s were appointed. There was no change at the supergrade level.

### 3. Promotions

The overall promotion rate for women is encouraging. While the figures for FY 1977 have not yet been received, in 1976 women comprised 32% of the population and received 42% of the promotions. Women comprised 16% of the professional workforce and received 23% of the professional promotions.

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#### 4. New Hires

In FY 1977, 85 women were hired into technical or professional positions, or 20% of the Agency hires. This is an increase of 4% over FY 1976. We plan to increase our participation in conferences for professional women and to involve women of the Agency in these activities. For example in November, the OEEO will represent CIA at four major conferences and has obtained the assistance of eight women, representing the three Directorates and NFAC. These conferences are: The National Council of Negro Women, The National Council of Puerto Rican Women, International Women's Year, and the National Community Action Agency.

However, the crucial element is the role of managers in the selection process and the equitable application of selection criteria.

#### 5. Training

Senior training school selections for the FY 78 year include one female at each of the following: National War College, the State Department's Executive Seminar for National and International Affairs, Brookings Program, and a sabbatical year in the Education for Public Management Program. This is the first female Agency employee selected for the State Department program. The Agency's courses during FY 77 in senior management training have included one female at the Senior Seminar, ten at the Advanced Intelligence Seminar, thirteen at the Management Seminar and eighteen at the Mid-Career Seminar. The crucial aspect of training for women is management's role in the nomination of women to these courses.

#### 6. Movement of Clericals to Professional Positions

Preliminary figures from the FY 77 Annual Personnel Plan indicate that 91 women were converted from clerical to professional status last year, 65% of the total converted. (Women are 77% of all Agency clericals). These conversions include actions taken by individual supervisors or career panels as well as those persons completing formal Upward Mobility Training programs. In FY 1976, 112 women were converted.

#### 7. Summary

The statistics indicate that some progress is being made in the status of women. However the numbers are still small relative to the total Agency and considering that women

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comprise one-third of the Agency population. Also, the statistics can be deceptive since progress is found in certain components and not across the board. The Federal Women's Program is attempting to identify the barriers which affect the advancement of women.

Past management practices resulted in a situation where women were in grade longer, were older in grade, were found in staff positions rather than line management, were found in administrative positions rather than policy making roles, and were found mainly in certain occupational areas. We have made great strides in the past few years. Our goal is to eliminate practices which permit factors other than merit to influence career actions. Therefore a continued effort by management is necessary to ensure the progress of women in CIA.

8. Women in the E Career Service

To illustrate the paucity of women in responsible positions in CIA, a survey of the professional women in the DCI area is attached (Chart B).

Chart A

FEDERAL WOMEN'S PROGRAM  
OFFICE OF EQUAL EMPLOYMENT OPPORTUNITY

Agency Strength

30 September 1977

Percent of:	Female				Average Grade	
	Total	Prof	Tech	Cler	Females	Males
Agency	32	16.4	6.9	77.1	7.7	11.6
DDS&T	29.1	15	15.3	72.7	7.6	11.4
DDA	23.9	11.8	2.8	63.3	7.2	10.8
DDI	36.9	19.4	31.3	86.9	8.0	12.4
DDO	39.6	19.2	18.3	88.1	7.8	12.4
E Career	50.6	10.6	100.0	97.3	8.0	14.0

The Agency's female population has remained stable over the past 10 years, rarely moving from the 32 percent figure. A survey of upper grade levels for three different time periods shows some progress in GS levels.

	1953	1971	(30 Sept.) 1977
GS-18	0	1	1 (1.7%)
17	0	0	1 (0.9%)
16	0	2	8 (3.2%)
15	0	8	19 (2.2%)
14	7	52	78 (5.6%)
13	35	154	173 (9.6%)
12	99	256	283 (15.4%)

Average Age/Grade  
Distribution of Males and Females  
as of 30 June 1977

GS	Females	Males
-18	57	53.1
-17	52	51.7
-16	50.5	50
-15	47.3	48.6
-14	47.1	45.5
-13	44.3	42.5
-12	42.7	39.5

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Chart B

FEDERAL WOMEN'S PROGRAM  
OFFICE OF EQUAL EMPLOYMENT OPPORTUNITY

Female Professionals in the E Career Service as of 31 July 1977

DCI Area

ODCI	1 GS-16	on detail to State Dept.
	1 GS-13	
	1 GS-12	
Comptroller	1 GS-16	
	1 GS-12	
	1 GS-8	
General Counsel	1 GS-12	
	1 GS-10	
	2 GS-07	
Inspector General	1 GS-11	
	1 GS-10	
	2 GS-07	
IC Staff	2 GS-12	
	1 GS-10	
	1 GS-08	
OEEEO	1 GS-14	
	2 GS-13	
Office of Legal Counsel	1 GS-11	

Total women professionals - 15 or 12.7%

Average grade: Females - 8.04 Males - 13.9

In addition, many of the Offices in the E Career Service use a substantial number of rotational personnel on their staffs. For example, the Office of the Inspector General, which is increasing its staff over the next several months, has recently selected four female professionals among thirteen rotations.

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